



# OKLAHOMA REAL ESTATE APPRAISER BOARD

OKLAHOMA INSURANCE DEPARTMENT

**TO: Kim Holland, Chairperson**  
**Harold J. Snyder III, Vice-Chairperson**  
**Jana S. Barker, Member**  
**Patti L. Fisher, Member**

**James W. Hoyt, Member**  
**P. Lane Wheeler, Member**  
**Kim N. Allen, Member**  
**Lee R. Caesar Jr., Member**

## AGENDA

A regular meeting of the Oklahoma Real Estate Appraiser Board will be held January 5, 2007 at 9:30 a.m. The meeting will be held in the Commissioner's Conference Room of the Oklahoma Insurance Department, 2401 Northwest 23rd Street, Suite 28, Oklahoma City, Oklahoma 73107.

This Agenda was posted at the main entrance of the Oklahoma Insurance Department at 2401 Northwest 23rd Street, Suite 28, Oklahoma City, Oklahoma on Tuesday, December 26, 2006 at 11:00 a.m. Copies were hand-delivered or mailed by the undersigned to the offices of the aforementioned members on Tuesday, December 26, 2006. This agenda was posted to the Oklahoma Insurance Department website ([www.oid.state.ok.us/reab.asp](http://www.oid.state.ok.us/reab.asp)) on December 26, 2006.

## MEETING PROCEDURE

- I. **Call to Order.**  
**Roll Call of Board Members.**
- II. **Reading and Approval of Minutes.**  
December 15, 2006: Special Session.
- III. **Chairperson's Report.**  
**Vice-Chairperson's Report.**  
**Director's Report.**
  - A. Discussion and possible action regarding suspension of individuals for non-payment of annual fees due October 31, 2006.
  - B. Discussion and possible action regarding approval of renewal applications due February 28, 2007 and authority to issue certificates.
  - C. Discussion and possible action regarding actions with respect to those failing to furnish certificates of course completion for USPAP Update Course.
  - D. Discussion and possible action regarding application of late fees in processing renewal applications.
  - E. Discussion and possible action regarding approval of Real Estate Appraiser Board forms.
- IV. **Committee Reports.**
  - A. Disciplinary Procedures Committee.
  - B. Education, Experience & Testing Committee.
    1. Discussion and possible action regarding approval of course submittals.
    2. Discussion and possible action regarding approval or disapproval of various applications received and authority to issue certificates.
    3. Discussion and possible action regarding approval or disapproval of experience documentation of applicants.

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- C. Legislation & Rules Committee.
  - D. Probable Cause Committee.
    - 1. Discussion and possible action regarding Probable Cause Committee disciplinary recommendations.
    - 2. Discussion and possible action regarding standing operating procedures for the Probable Cause Committee.
    - 3. Discussion and possible action regarding appointment of volunteers and/or committee members to assist Probable Cause Committee.
  
  - V. **Discussion and possible action regarding contract for investigators for the remainder of FY 2007.**
  
  - VI. **Discussion and possible action regarding license fee for Legislative Information Service for upcoming legislative session.**
  
  - VIII. **Discussion and possible action regarding trainee practicum courses and supervision providers as contemplated by OAC 600:10-1-16(i).**
  
  - IX. **New Business.**
  
  - X. **Adjournment.**

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**GEORGE R. STIRMAN III, Director**